



Agenda

Oxford City Council

Court House

TUESDAY, JUNE 17, 2014

EXECUTIVE SESSION

7:00 P.M.

1. Roll Call. Mayor Kevin McKeehan; Bob Blackburn; Richard Keebler; Mike Smith; Steve Snyder and Edna Southard.

MEETING PROCEDURE: Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, proceed to the podium, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

REGULAR MEETING

7:30 P.M.

PLEDGE OF ALLEGIANCE

2. Approval of Agenda.

This facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements, please notify the City Manager's office 48 hours in advance so that reasonable accommodations can be made.

3. Public Participation.

- A. Presentation - McCullough-Hyde Memorial Hospital - Bryan Hehemann.
- B. Notice to Legislative Authority - New permit for Miami University DBA Phillip R. Shriver Center & Armstrong Student Center 701 & 550 E. Spring Street Oxford, Ohio 45056.



Notice

- C. Appointments to Boards & Commissions.
- D. Public Hearing - 2015 Tax Budget - Joe Newlin.
- E. Public Comments.

The purpose of the Public Comments Section is for members of the Public to speak to the City Council on any subject not scheduled on the Agenda, except Consent Agenda items. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff or other members of the public and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.

4. Consent Agenda.

- A. Minutes of the June 3, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)
- B. Report regarding the June 4, 2014 Historic and Architectural Preservation Commission Meeting. (Jung-Han Chen, Community Development Director)



Minutes



Report

- C. Report regarding the June 4, 2014 Environmental Commission Meeting. (Mike Dreisbach, Service Director)



Report

5. Resolutions.

- 1. A Resolution A Resolution authorizing the City of Oxford to participate in the Regional Income Tax Agency's ("RITA") subpoena program for the collection of delinquent local income taxes. (Joe Newlin, Finance Director)



Staff Report/Resolution

6. Ordinances.

- A. First Reading - None.
- B. Second Reading.

1. An Ordinance Authorizing The Tax Budget For The Year 2015 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)



Staff Report/Ordinance

7. A. Announcements & Communications. The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.

1. Remarks from City Council and City Staff.

- B. Future Meetings. (Note: Meetings will be held at the Court House unless otherwise indicated.)

WED - June 18 Board of Zoning Appeals Meeting 7:30 p.m. Cancelled

WED - June 25 Civil Service Commission Meeting 7:00 p.m.

FRI - June 27 Community Improvement Corporation Meeting 12:00 p.m. LCNB

TUES - July 1 City Council Meeting 7:30 p.m.

WED - July 2 Historic and Architectural Preservation Commission Meeting 6:00 p.m.

WED - July 2 Environmental Commission Meeting 7:00 p.m. Cancelled

FRI - July 4 Holiday - City Offices Closed

TUES - July 8 Planning Commission Meeting 7:30 p.m.

TUES - July 15 City Council Meeting 7:30 p.m.

WED - July 16 Board of Zoning Appeals Meeting 7:30 p.m.

THUR - July 17 Recreation Board Meeting 4:00 p.m. Senior Citizens Center

MON - July 21 Housing Advisory Commission Meeting 7:00 p.m. Municipal Building

WED - July 23 Civil Service Commission Meeting 6:00 p.m.

FRI - July 25 Community Improvement Corporation Meeting 12:00 p.m. LCNB

8. Adjourn.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Clerk of Council
Originating Department

Council Meeting Of: June 17, 2014

Mary Ann Eaton

Account Code No. #: N/A

Prepared By

Budgeted Amount: N/A

June 10, 2014

Date Prepared

Agenda Title: Legislative Authority Notice - New permit for Miami University DBA Phillip R. Shriver Center & Armstrong Student Center 701 & 550 E. Spring Street Oxford, Ohio 45056.

Recommendation: n/a

Discussion:

The permit is for:

D5I - Spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until two thirty a.m. (Restaurant meeting certain criteria)

This permit will go through the normal process with all required inspections being conducted by the Ohio Liquor Commission.

Approved By:

Initial Date

Department Head:

City Manager:

 6/13/14

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

58987660010 PERMIT NUMBER		NEW TYPE	MIAMI UNIVERSITY DBA PHILLIP R SHRIVER CENTER & ARMSTRONG STUDENT CENTER 701 & 550 E SPRING ST OXFORD OH 45056 RECEIVED City of Oxford
ISSUE DATE			
05 28 2014 FILING DATE			
D51 PERMIT CLASSES			
09 TAX DISTRICT	088 A	A50385 RECEIPT NO.	

FROM 06/03/2014

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT		RECEIPT NO.



MAILED 06/03/2014

RESPONSES MUST BE POSTMARKED NO LATER THAN. 07/07/2014

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A NEW 5898766-0010

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

**CLERK OF OXFORD CITY COUNCIL
101 E HIGH ST
OXFORD OHIO 45056**

58987660010 PERMIT NBR
MIAMI UNIVERSITY
DBA PHILLIP R SHRIVER CENTER
& ARMSTRONG STUDENT CENTER
701 & 550 E SPRING ST
OXFORD OH 45056

THEODORE PICKERILL	05/30/2014 ACTIVE	SECRETARY
DAVID CREAMER	05/30/2014 ACTIVE	VICE PRES.
DAVID HODGE	05/30/2014 ACTIVE	PRESIDENT

PA2-KEY = END SESSION, CLEAR-KEY = END OPTION, ENTER-KEY = TO CONTINUE

A Regular meeting of the Oxford City Council was called to order by Mayor Kevin McKeehan on Tuesday, June 3, 2014 at 7:30 p.m. Those members present were Bob Blackburn, Kate Rousmaniere, Mike Smith and Edna Southard. Richard Keebler and Steve Snyder were excused.

Staff members present: Mr. Doug Elliott, City Manager; Mr. Mike Dreisbach, Service Director; Mr. Bob Holzworth, Police Chief; Mr. Joe Newlin, Finance Director; Mr. Jung-Han Chen, Community Development Director; Mr. John Detherage, Fire Chief; Mr. Steve McHugh, Law Director and Ms. Mary Ann Eaton, Clerk of Council.

PLEDGE OF ALLEGIANCE

Mayor McKeehan requested the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Smith moved to approve the agenda. Ms. Rousmaniere seconded. The motion passed 5-0-0.

PUBLIC PARTICIPATION

PROCLAMATION **'CHARLIE COLES DAY'**

Mayor McKeehan read the Proclamation and advised it would be read again and presented to family members on Thursday in the Uptown Park prior to the Music Festival.

NOTICE TO **LEGISLATIVE AUTHORITY**

Notice to Legislative Authority – Transfer from Stadium Club of Oxford Inc. DBA Stadium Club 16 S. Poplar Street and Patio Oxford, Ohio 45056 to Poplar 16 LLC 16 S. Poplar Street and Patio Oxford, Ohio 45056.

Chief Holzworth noted Mr. Kyger was out of town but left him some very good notes on the liquor permit transfers. Chief Holzworth advised the recent sale of the 16 S. Poplar Street property included the liquor licenses for the site and Poplar 16 LLC was a real estate firm and did not plan to use the permits. Chief Holzworth noted Poplar 16 LLC was transferring the permits into their name and would place them in 'Safekeeping' with the State of Ohio while the property at 16 S. Poplar Street was being redeveloped. Chief Holzworth advised once the site was redeveloped, the owner of the permits may sell them to the eventual commercial user of the site, or may sell them to another user at another entity.

Ms. Rousmaniere moved to accept the notice without comment. Mr. Blackburn seconded. The motion passed 5-0-0.

**NOTICE TO
LEGISLATIVE AUTHORITY**

Notice to Legislative Authority – Transfer from First Round Draft Inc. DBA O Pub 10 West Park Place First Floor Oxford, Ohio 45056 to LFT Inc. DBA Left Field Tavern 12 W. Park Place Oxford, Ohio 45056.

Chief Holzworth advised this was a transfer of a permit which was currently in ‘Safekeeping’ with the State of Ohio. Chief Holzworth noted in 2013, the Taj Mahal restaurant on Locust Street went out of business and Ted Wood purchased the liquor permits for use at a restaurant he was developing at 12 W. Park Place. Chief Holzworth advised because the restaurant at 12 W. Park Place was not ready and he was required to use the permits immediately, Mr. Wood transferred the Taj Mahal permits to O Pub and placed the existing O Pub permit into Safekeeping. Chief Holzworth noted with the restaurant at 12 W. Park Place opening this summer/fall, the O Pub permit was being transferred out of Safekeeping to the new restaurant.

Mayor McKeehan noted a representative from the business was in attendance and asked Ms. Wood if she had any comments. Ms. Wood noted she felt the summary provided by Chief Holzworth was correct.

Ms. Rousmaniere inquired if liquor permits could be transferred between properties and if they were purchased. Chief Holzworth advised yes, and money changed hands depending on the nature of the transfer. Ms. Rousmaniere inquired if a legislative review took place with transfers. Chief Holzworth advised that was what Council was doing now and the Ohio Division of Liquor Control was fully aware of the transfer. Mr. McHugh advised the statute provided that Council could adopt legislation and take certain actions if they deemed upon review that a particular establishment had significant problems with underage drinking, violence, fights, etc. and it would fall to the Law Director to file an appeal. Mayor McKeehan noted he felt correct in saying that Mr. Wood’s other establishments had a good record and Chief Holzworth noted that would be accurate.

Mr. Blackburn moved to accept the notice. Ms. Southard seconded. The motion passed 5-0-0.

PUBLIC COMMENTS

Ms. Prue Dana, 6314 Fairfield Road, advised she wanted to speak to Council regarding Oxford Habitat for Humanity noting 2 years ago she worked on a faith build with 8 churches from June to October and two houses were built on Carter Circle off of Hester Road. Ms. Dana advised last year 2 houses were built with the help of Miami University students, and this year Habitat of Greater Cincinnati (which Oxford is part of) was building 2 more houses. Ms. Dana advised Butler County was funding the houses with a request that they be finished by November. Ms. Dana noted she was approaching entities including the City, United Way, realtors, etc. to recruit workers to work on Saturdays over the summer. Ms. Dana advised 4 City employees expressed interest in working July 12th or July 26th or both and this opportunity was open to Council members, members of Boards or Commissions and employees. Ms. Dana noted Ron Overly was the site director and tools were provided for the work day which was 8:30 a.m. to 4:00 p.m. with lunch being provided.

Ms. Dana advised Habitat homes were not given away, families were selected, they had to be working and able to pay a mortgage that paid for the materials and work on their house which was called sweat equity. Ms. Dana noted she would keep Council updated on the progress and encouraged people affiliated with the City to put July 12th or July 26th on their calendar and come out for a day of working together.

Mayor McKeehan thanked Ms. Dana for the report.

Mr. Steve Dana, 6314 Fairfield Road, advised as Council knew, Miami University was engaged in the creation of east and west bike lanes on Spring Street between Campus Avenue and Patterson Avenue. Mr. Dana noted it was extremely important to accommodate bicycle riders for the area of Spring Street going from east to west that met Campus Avenue to also have bike lanes. Mr. Dana described biking across the intersection of College Avenue and Spring Street going east and noted the road was like a modest bubble, to the right was a trough, and beside that was the sidewalk. Mr. Dana advised biking along there you are very close to the cars and if you go into the trough and skid, you'll go right against the curb. Mr. Dana noted sharrows won't cut it. Mr. Dana advised it was essential for safety to have bike lanes and asked Council to strongly consider what was necessary for safety along Spring Street.

Mr. Wright Gwyn, 505 W. Chestnut Street, advised he was speaking to Council as a resident and a homeowner in Oxford. Mr. Gwyn stated he had been very frustrated especially over the last couple of days. Mr. Gwyn noted he wondered if his frustration was due to the rumored intentions of the City Manager to recommend that bike lanes not be installed on Spring Street noting he hoped that was just a rumor considering all of the work that had gone into it. Mr. Gwyn noted he wondered if his frustration was because a community effort had taken place over a 20 year period incorporating several bike and pedestrian studies, countless meetings and a recently approved comprehensive plan and we still did not have tangible progress on this one project. Mr. Gwyn advised he watched other communities and universities across the country develop cadillac plans and thinking far into the future to develop a community based on this mode of travel and when he sees what we're doing over the last 20 years that was frustration. Mr. Gwyn inquired if it was so difficult to provide a safe and healthy environment for people to ride bikes. Mr. Gwyn noted David Prytherch once said he had a family, young kids, and he needed those bike lanes. Mr. Gwyn advised if we were going to develop something for the community we needed to think about bike lanes for the protection of bicyclists, pedestrians, kids and families. Mr. Gwyn noted he was the Environmental Manager for the City of Forest Park and he constantly read about these programs and felt they were a 'win-win' for the community, the environment, for residents, for businesses and for landlords. Mr. Gwyn advised he was frustrated because he was beginning to see history repeat itself and if we start throwing roadblocks in these plans, if we pick them apart and don't think of them as a comprehensive program on a long term scale then we were going to revisit what we've been revisiting for the last 20 years. Mr. Gwyn implored City Council and staff not to give up as this because it was a great project noting even though it was difficult it was worthwhile and beneficial. Mr. Gwyn thanked City Council and staff for their time.

Mr. Larry Rankin, 610 French Drive, noted during the next few months the school district's plans for constructing the new Kramer School would significantly advance. Mr. Rankin advised unlike the district's other 4 schools which were built in open fields out of the City, the new Kramer School would be built at the current Kramer School site surrounded by City neighborhoods. Mr. Rankin noted while construction takes place the current Kramer School will continue to operate. Mr. Rankin advised the overall management of the construction would be shared between the school district and the State of Ohio and he felt appropriate City officials should offer their expertise to the district's planners during this critical phase especially regarding the safety and security of the children and others during the construction itself and while the old school was demolished. Mr. Rankin inquired if the City could improve the vehicular traffic control at the school's limited access points at the intersection of W. Sycamore and N. Locust Streets and noted vehicles included: teachers and parent's cars, school buses, supply trucks, construction vehicles and heavy equipment. Mr. Rankin noted his related safety concern had to do with improving the children's access to the school whether they were walking or bicycling to and from the school. Mr. Rankin suggested we work together now to make the wise decisions necessary to complete this project as safely as possible and provide a new school that the community would be proud of and which would protect all of its occupants in the best possible way. Mr. Rankin thanked Council for their time.

CONSENT AGENDA

Ms. Rousmaniere requested removal of item C. HAPC Report for discussion.

MINUTES

Minutes of the May 20, 2014 City Council Meeting. (Mary Ann Eaton, Clerk of Council)

REPORTS

Report regarding the May 14, 2014 Board of Zoning Appeals Meeting. (Jung-Han Chen, Community Development Director)

Mr. Smith moved to approve the consent agenda items A. and B. Mr. Blackburn seconded. The motion passed 5-0-0.

REPORT

Report regarding the Historic and Architectural Preservation Commission Special Meeting. (Jung-Han Chen, Community Development Director)

Ms. Rousmaniere referred to the report on page 23 of the agenda regarding a construction plan for 48-56 E. Park Place also known as the Sigma Chi Foundation Building. Ms. Rousmaniere asked Mr. Chen to explain what the HAPC decided at their last meeting regarding the plan.

Mr. Chen advised the applicant filed the HAPC application to demolish the back portion of the Sigma Chi building noting the museum and the Community Foundation office would stay intact and only the back portion facing Park Place would be demolished.

Mr. Chen advised the applicant was proposing to build a small addition to accommodate existing occupants of the building. Mr. Chen noted before the Special Meeting 2 members of the HAPC walked through the portion that was the subject of the application and based on the walk through they made a presentation to the rest of the HAPC members. Mr. Chen advised based on the criteria the HAPC could not find two criteria required to approve the demolition request. Mr. Chen noted the HAPC agreed on the cost of upgrade but could not find other criteria to satisfy the application requesting demolition. Ms. Rousmaniere noted that because it was a historic building it needed special approval to be demolished. Mr. Chen advised any building in the Historic District needed HAPC approval for demolition. Ms. Rousmaniere inquired what options the application had. Mr. Chen noted the applicant could appeal the HAPC decision to the Board of Zoning Appeals in 21 days or they could revise the plan.

Mr. Smith moved to accept the HAPC report. Mr. Blackburn seconded. The motion passed 5-0-0.

RESOLUTIONS

RESOLUTION **OVERLAY DISTRICT** **PETITION**

A Resolution No. 4836 of Council accepting the petition to establish a Neighborhood Conservation Overlay District as set forth on Exhibit "A" attached hereto and referring the petition to the Oxford Planning Commission for recommendations to City Council. (Jung-Han Chen, Community Development Director)

Mr. Chen advised approximately 6 months ago Council heard a similar petition for the first Neighborhood Conservation Overlay District for the area of James, Joseph and Dick Streets. Mr. Chen noted this would be the second one encompassing 17 parcels and there were 10 signatures on the petition. Mr. Chen advised the first step in this process was for Council to accept the petition and forward the request to the Planning Commission for their recommendations to Council. Mr. Chen noted this was a neighborhood driven petition to try to preserve the character and attractiveness of the neighborhood by limiting residential properties to be rented to no more than 2 unrelated individuals. Mr. Chen advised this process included one more step than the typical zoning map amendment. Mr. Chen noted the petitioner, Allan Winkler was in attendance.

Mr. Allan Winkler, 925 Cedar Drive, advised he lived on Cedar Drive in the neighborhood Mr. Chen just mentioned and he had lived there for 28 years. Mr. Winkler noted he was one of the older residents of the neighborhood that was developed by David Scotford years and years ago. Mr. Winkler advised during the course of that time it had functioned as a real neighborhood with children growing up and playing in the streets. Mr. Winkler noted the neighbors usually had 3 block parties each year and it had been good for everyone living there. Mr. Winkler noted a house across from him was being advertised as a rental and the petition was an effort to preserve the neighborhood as the residents knew it and have enjoyed.

Mr. Winkler advised the residents were encouraged that another neighborhood was successful in this effort and he and his neighbors were asking for the opportunity to be successful in the same way.

Ms. Rousmaniere inquired what the timeline was for this matter to go before the Planning Commission. Mr. Chen advised it would be August as any case going before the Planning Commission involved a 45 day notification process. Ms. Rousmaniere inquired what would happen if a rental permit was issued before then. Mr. Chen advised nothing could be done but if the rental permit expired the property could be reverted back to single-family. Mr. Winkler noted the residents were concerned with the timeline and approached an attorney regarding when a rental permit could be issued and what happened if there was legislation pending and they had no firm answers yet. Mr. Blackburn advised if the property could only be rented to 4 unrelated people the owners may not be able to make that work financially. Mr. Blackburn encouraged Mr. Winkler to proceed with the overlay district process and let it take its course as they may or may not end up with a rental property on Cedar Drive. Mayor McKeehan inquired about rental property on Chestnut Street.

Ms. Christine House Shumway, 1000 Cedar Drive, advised the house at the corner of Chestnut and Cedar used to be a divided duplex and she was told by a renter that the owner came to the City and had it rezoned for 8 tenants and he was able to do that because it had originally been two houses. Ms. House Shumway noted she had no knowledge about the property next to the cemetery.

Mayor McKeehan commended Mr. Winkler and the residents for their efforts and wished them luck in retaining their neighborhood.

Ms. Rousmaniere moved to adopt Resolution No. 4836. Ms. Southard seconded. The motion passed 5-0-0.

RESOLUTION

MUTUAL AID AGREEMENT

A Resolution No. 4837 authorizing the City Manager to enter into the updated Hazardous Materials Mutual Aid Agreement with other political subdivisions in Butler County. (Doug Elliott, City Manager)

Mr. Elliott advised for the past year, the Hazardous Materials Cooperative Board had been meeting to discuss the current Hazardous Materials Mutual Aid Agreement between the Butler County jurisdictions and the Butler County Hazardous Materials Response Units. Mr. Elliott noted the original agreement was signed in 1991 and the Co-Op Board felt it was necessary to update the current agreement to reflect current capabilities and response in hazardous materials incidents. Mr. Elliott advised the Hazardous Materials Co-Op Board worked with response units, the Butler County EMA and the Prosecutor's Office to update the agreement. Mr. Elliott noted the proposed Resolution authorized the City Manager to sign an updated hazardous materials mutual aid agreement with other political subdivisions in Butler County and he recommended adoption of the Resolution.

Mayor McKeehan inquired if there were any comments from the public and there were none.

Mayor McKeehan inquired if Chief Detherage was in favor of the new agreement and Mr. Elliott advised yes.

Ms. Southard inquired if this Resolution was done each year. Mr. Elliott advised no, and noted the last Resolution was adopted in 1991.

Mr. Smith moved to adopt Resolution No. 4837. Mr. Blackburn seconded. The motion passed 5-0-0.

ORDINANCE
FIRST READING

ORDINANCE
2015 TAX BUDGET

An Ordinance Authorizing The Tax Budget For The Year 2015 And Directing That The Same Be Transmitted To The Butler County Auditor. (Joe Newlin, Finance Director)

Mr. Newlin advised this was the beginning of the budgeting process for 2015 and noted the tax budget had to be passed and sent to the Butler County Auditor by July 20, 2014. Mr. Newlin advised the auditor wanted to make sure municipalities had enough property tax revenue to meet their general obligation debt. Mr. Newlin noted he mirrored last years budget for the tax budget with some exceptions. Mr. Newlin advised he increased income tax receipts in the General Fund by 1.5%. Mr. Newlin noted the advance to the Capital Improvement Fund was a lot less last year because the City had been advancing money for the purchase of right-of-way on 27 South. Mr. Newlin advised he increased the amount of money for RITA's retainer and the amount of refunds was based on the 1.5% increase. Mr. Newlin noted the Park Debt Service increased \$2,500. Mr. Newlin advised in the past there was general obligation debt in the Water Fund and that was getting paid off this year which would free up \$890,000 going forward that could be used to pay cash for improvements.

Mayor McKeehan inquired if there were any comments from the public or from Council and there were none.

ORDINANCE
SECOND READING

ORDINANCE
SUPPLEMENTAL BUDGET

An Ordinance No. 3274 Amending Ordinance No. 3249. Supplemental Budget Ordinance Number 4 To Make Supplemental Appropriations For Fiscal Year 2014. Joe Newlin, Finance Director)

Mr. Newlin referred to page 55 of the agenda and discussed a change he made since the first reading of the proposed Ordinance.

Mayor McKeehan inquired if there were any comments from the public or from Council and there were none.

Ms. Rousmaniere moved to adopt Ordinance No. 3274. Mr. Blackburn seconded. The Ordinance was adopted by the following roll call:

AYE: Ms. Rousmaniere, Mr. Smith, Ms. Southard, Mr. Blackburn, Mayor McKeehan (5)

NAY: None (0)

ABS: None (0)

ANNOUNCEMENTS

Mr. Elliott advised some comments were made earlier this evening about bike lanes and noted Council adopted a Bike and Pedestrian Safety Improvement Plan in March of this year. Mr. Elliott advised there was some discussion about adding bike lanes on Spring Street and he shared with Council that staff would make a recommendation on that issue at a later date. Mr. Elliott noted he also shared with Council that he wanted to notify property owners about the possibility of eliminating the parking spaces on Spring Street from Campus Avenue to College Avenue. Mr. Elliott advised a survey was sent to the property owners and he provided Council with the results noting the property owners that did respond were not in favor of eliminating the parking spaces which was not a surprise to anyone. Mr. Elliott noted he spent a lot of time thinking about the issue of bike lanes on Spring Street and discussed it with staff on several occasions. Mr. Elliott advised last week he sent an email to Council recommending that we shared the road with bicyclists and not eliminate parking. Mr. Elliott noted Council had busy schedules this summer and would be absent from some meetings so he and Ms. Rousmaniere decided to have a discussion tonight regarding bike lanes and Council could vote on it at a later date by Resolution. Mr. Elliott advised that would also be the time for the public to speak on the matter. Mr. Elliott noted he had been the City Manager since 2007 and he tried to do things deliberately and tried to balance all of the interests for bicyclist's safety, property owners and residents so he recommended sharing the road and not eliminating parking. Mr. Elliott advised he and Mr. Dreisbach would present what he felt was a 'middle of the road' approach that might preserve parking and improve bicycle safety. Mr. Elliott suggested painting bike lanes on Spring Street from Campus to Main on the north side of the street where parking was so there would be parking as well as a 4' bike lane and signage for sharing the road on the south side of the street. Mr. Elliott noted Mr. Dreisbach would give more details and show a slide of this proposal.

Mr. Dreisbach advised the issue was the fate of 41 parking spaces noting the road in most places was not wide enough to accommodate 2 travel lanes, dedicated bike lanes and parking and at some point we needed to choose what we were going to do. Mr. Dreisbach noted the decision was being driven based on the City's paving contract and advised Spring Street was being rebuilt in places and resurfaced from Patterson Avenue to Main Street and staff needed a decision on how to stripe and sign the roadway to the west of Main Street from Main Street to College Avenue. Mr. Dreisbach advised the first 2 blocks west of Campus Avenue were about 37' wide between curbs and currently there was no parking on the south curb and 1 lane of parking on the north curb.

Mr. Dreisbach noted the next 2 blocks were 30' so 7' of roadway was lost between curbs. Mr. Dreisbach advised the choices boiled down to the parking lane and a decision needed to be made. Mr. Dreisbach noted Miami University purchased the former high school on Chestnut Street and they were committed to building a new surface lot there that could potentially accommodate displaced vehicles. Mr. Dreisbach advised if Council wanted to keep a parking lane on Spring Street we could accommodate a dedicated bike lane on the north side of the road and a shared use on the southern lane to Main Street. Mr. Dreisbach noted from there the road was 30' and wouldn't accommodate that. Mr. Dreisbach advised if the parking lane was retained the only choice would be to have sharrows in both directions and if parking was eliminated there could be 2 travel lanes and 2 bike lanes.

Mr. Elliott noted there were some options and he would present a Resolution to Council which they could vote for or against or make changes to it.

Ms. Rousmaniere inquired if the Resolution would come before Council on August 5th and Mr. Elliott advised he would like to do it sooner but he also wanted to respect everyone's schedule.

Mr. Blackburn inquired if the paving project would be delayed and Mr. Dreisbach advised the paving project was scheduled to begin July 21st and he would like to have Council's decision a few weeks ahead of time.

Ms. Rousmaniere advised this was an issue she had been very involved with and she had a long statement to make and afterward she would email it to the clerk for the record. Ms. Rousmaniere noted she wanted people to have this information because it was not an opinion, it was data regarding the work that had been done the last 3-20 years on this issue. Ms. Rousmaniere read the following into the record:

"I'm so happy to see the topic of the implementation of one phase of the City of Oxford Bike and Pedestrian Safety Improvement Plan raised at tonight's meeting. This is what the *Oxford Press* called a few months ago "the long gestating" Bike and Pedestrian Safety Improvement Plan.

I am disappointed in the City Manager's recommendation to develop sharrows (share the road markings on the pavement) and not institute designated bicycle lanes or eliminate parking on Spring St.

For reasons that I explain below, I believe this is the perfect time to develop a designated bike lane on both sides of Spring St. and to eliminate parking on the north side of Spring St., between at least Campus Ave and Main St.

I have 3 main points and a recommendation below.

FIRST POINT: REVIEW I think it's worth reviewing our history here to see where we are. There has been significant community discussion about improving bicycle safety and pathways for the last 20 years.

Most recently:

1. Multiple IES (Institute for Environmental Sciences, Miami University) public service projects in 1990s and 2000s for the Oxford Planning Commission analyzed the need and support for bike safety improvements, and possible routes. (*Note: a 1997 IES report for the Planning Commission recommended designated bike lanes on Spring St.*)
2. In 2011, Planning Commission and Council agreed in a work session to make pedestrian and bike safety a priority.
3. The Planning Commission worked with IES student to set goals, analyze existing conditions, study best practices, and recommend improvements. Joint work sessions with Environmental Commission and Parking and Transportation Advisory Board were held to provide feedback, public comments solicited (all positive).
4. Spring 2012, the Draft "Shifting Gears" plan presented in PC public session, extensive public comments received (10+ all positive), presented and finalized Spring 2012.
5. Spring 2012, Planning Commission recommends "Shifting Gears" to Council for adoption as a planning document, along with set of identified priority corridors for further technical analysis. Public comments were received at Planning Commission. *Note* as part of the short term (0-2 years) plan of "Shifting Gears," "on-street bicycle lanes" are recommended on Spring Street from Patterson St. to McGuffey Ave (page 52).
6. City staff -- team from OPD, Comm. Dev., Service and Engineering -- spends 1 year analyzing priority corridors, reports back to Planning Commission in Summer 2013.
7. Planning Commission subcommittee works with staff to review and refine list of short and medium term recommendations. That year, the Pedestrian and Bike Plan was one of three agenda items for Planning Commission.
8. Recommendations presented in public input session in January 2014, more than 30 people attend, comments all positive.

Note: there was extensive publicity for this January 2014 event:
public announcement in Oxford Press
Council announcement
Great signs tacked around town—"Let's Get Rolling"
The opportunity for comments was posted on the City website.

Indeed, in the last 16 months there have been at least eight articles in the *Oxford Press* and *Hamilton Journal News* on the topic of the City of Oxford Bike and Pedestrian Safety Improvement Plan, plus letters to the editor, a League of Women Voters forum on the topic, attention to the topic by the Senior Center, and a Safe Route to School group. Also, some promotion and individual public comments at Council.

As a very public advocate of this initiative, I have been waiting for push back, and have heard none from Oxford citizens. They know how to reach me.

9. February 11, 2014. Planning Commission recommends to City Council to add the City of Oxford Bike and Pedestrian Safety Improvement Plan to the Comprehensive Plan, to be attached as part of the Transportation Chapter. Public input was received prior to vote. There was a specific request for Planning Commission to stay in communication with Council on the implementation of the Plan.

Oxford Parking and Transportation Advisory Board votes unanimously to recommend

removal of parking along Spring Street in support of pedestrian and bike safety plan.

10. In Spring 2014, Council passed a resolution to accept the Planning Commissions recommendation, and approves City of Oxford Bike and Pedestrian Safety Improvement Plan, incorporating the same into the Transportation chapter of the Oxford Comprehensive Plan.

There was much Council discussion here on what this acceptance means: the City of Oxford Bike and Pedestrian Safety Improvement Plan is not a zoning code, but it provides “elevated guidance” (according to City attorney)

The City of Oxford Bike and Pedestrian Safety Improvement Plan, with map, is posted on City website.

The City has a long history of commitment to improving bicycle safety and pathways. It is time to put the plan in motion to recognize the bicyclists rights by providing dedicated bike lanes on our City streets. Because the Spring St. is being reworked and repaved, this is the time to have dedicated bike lanes.

SECOND POINT: SAFETY

The topic under discussion here is a bike and pedestrian *safety* plan.

And in terms of safety- -Sharrows don’t help.

Sharrows—arrows painted on the road that indicate that bikes can ride there—are about the equivalent of the “Share the Road” signs that indicate to cars that bikes are here, but they don’t give bikes any actual, authorized place to be.

Bike lanes adjacent to parked cars are also a problem because there is significant danger of riding past a parked car and a car door opening out into the bike.

Bicyclists have the same legal rights and responsibilities as drivers of cars, but they do not have the protection of a large metal frame. Bicyclists, like pedestrians, need extra protection, especially on a busy thoroughfare.

Designated bike lanes provide a safe, contained location for bicyclists.

This is about safety: This is, I believe, a main reason why Miami University made their plan on Spring St.

THIRD POINT: PARKING

This issue of a bike lane on a few blocks of Spring St. comes to Council because some think this is a controversial decision because of the potential removal of 40 parking spaces on Spring St.

Let’s review the issues here.

1. Streets are public. They belong to the city. Private properties do not have a “right” to claim a designated parking space on a public street.

2. Street decisions are usually staff decisions—for example, the addition of meters on Campus Ave and Main St in recent years were not voted on by Council.
3. We do sometimes have public participation on street issues; for example over issues of
 - a. Safety (dangerous intersection and request for a stop sign or lowering speed limit)
 - b. Commerce—will a proposed change hurt the opportunity for economic development or the success of a business?
4. The City has instituted two designated bike lanes on city roads recently, and the process for that decision is instructive. Some years ago, the City created bike lanes on Bishop and University Drs, and abolished parking on one side of the street, with, as far as we can tell, no public discussion, forums, or Council approval. And these are both very high residential neighborhoods, with almost identical housing population as Spring St. (the streets may have also been turned into one-way street—the records are unclear, in part because there was no formal discussion)

Presumably, Spring Street is different, because here we are having this debate.

I agree that Spring St. *is* different in this way:

1. all but two of the houses on Spring St., between Campus and College, are rental properties
2. presumably all are rented to Miami University students
3. Spring St borders on and cuts *right through* campus, so it actually is more accessible to campus than Bishop or University streets (location of first city bike lanes)
4. New BCRTA bus line runs down Spring St. directly to campus
5. Campus Ave parking garage and City parking garage are within 5 blocks of most houses on Spring St.
6. Miami University proposed plan to turn make a long-term parking lot at THS building—about 6/10th of a mile away from most houses on Spring St.
7. Spring St. is also a major artery of the city, with lots of traffic
8. Spring St between Patterson and Campus Ave will have bikes lanes beginning in August— as the result of a long term plan of the University (Miami University Circulation Plan, July 2011, page 28-34)

Nonetheless, Council asked for an unprecedented survey of property owners on Spring St. to ask their opinion of the removal of parking on the public street and the creation of bike lanes between Campus and College Aves.

Here is a review of the results of that survey:

On this length of Spring St between Campus Ave and College Ave there are

23 property owners

37 properties

all but two are rentals

- 5 of the 23 property owners responded to the survey (5 of 23 means about 20% of all property owners of the designated area).
- All of those who responded were landlords (e.g. no single family homeowners responded)

- The 5 property owners collectively own 14 rental properties on Spring St. or less than half of all the 37 properties in the designated area.
- All of the 5 of the 23 property owners who responded returned the survey said they did not want the removal of public city street parking outside or near their properties.

Perhaps they made that request because they feel that they need public city street parking for their tenants?

Let's review the off-street parking status of those properties:

According to the Spring Street Parking Analysis that was prepared by staff, here is a review of the off-street parking facilities of the 14 properties of which the landlords object to the removal of public street parking:

- 2 meet the city requirement for off-street parking
- 6 have *more* off-street parking than the city requires
- 3 have *less* off-street parking than the city requires
- 3 are lodging houses—non-conforming—and their off-street parking facilities are inconsistent (one lodging house has 6 off-street parking spots for an occupancy of 7; another has 14 off-street parking spots for occupancy of 35).

FOURTH POINT: REVIEW & RECOMMENDATIONS

This is about safety and it's about a city vision.

It's also about a democratic process and, as I reminded us earlier, the proposal for a designated bike lane on Spring St. is part of an extensive plan with lots of public input, from the creation of the "Shifting Gears" plan through to approval of the plan by Planning Commission and City Council.

2008 Comp Plan, Transportation Chapter (Chapter 5)—which now includes the City of Oxford Bike and Pedestrian Safety Improvement Plan-- originally recommended

1. promoting alternative modes of transportation (city wide public transportation system and promoting a wider pedestrian and bicycle network throughout Oxford) (Objective 2)
2. Manage parking within Mile Square

Note that the approved Shifting Gears plan recommends as part of the short term (0-2 years) plan, "on-street bicycle lanes" on Spring Street from Patterson to McGuffey (page 52). And note that the Oxford Parking and Transportation Advisory Board voted unanimously to recommend removal of parking along Spring Street in support of pedestrian and bike safety plan.

So, given all this evidence, how can we think about our charge here?

Let's think about kids—college kids, high school kids, young children—and their accessibility around town.

Let's think about the argument made by tourism directors all over the country—including our own Jessica Greene-- and innumerable studies that show that bike lanes increase visitors and commerce.

Let's think about the city's relationship with Miami University, which is placing designated bike lanes on Spring St. from Patterson to Campus Aves, on both sides of the street, and eliminating on-street parking. Then let's think about what it will look like if there is a full-fledged bike lane for the equivalent of 4-5 blocks, which then stops abruptly when the road enters the city.

Let's think about innumerable cities—large and small, in the north and south—that in the last 5 years have instituted bike safety trails. It's a big cultural shift, and Miami University is actually leading the way in our community here.

And let's think about the many people over the last 20+ years, and particularly in the last 3 years—who have stood before us, come to multiple public meetings, written letters, and joined in discussions promoting our bike and pedestrian safety plan—also approved by this Council and Planning Commission.

And let's think about finances:

The City has limited financial resource to continue to maintain and improve roadways on an annual basis to accommodate automobiles only. Every year, we, the City Council, discusses and debates how a finite resource can be divided up to maintain the services.

There are overwhelming studies and reports to support healthy living by walking and biking.

Let's look at biking and walking as a sustainable way of spending tax dollars since walking and biking does not wear and tear the roadway system as much as 2000 lb. vehicles. The long-term cost of walking and biking, logically, will be less burdensome—physically and financially-- to our roadway.

More about finances: there are multiple studies that show that increased biking and walking spurs economic economy. There are specific studies, that have been referred to often in the last 20 years of this community work, that show how bike lanes in particular increase housing values and a community's economic development.

Improved biking and walking facilities are good for our health and good for our economy.

Recommendation

I recommend that the City develop a designated bike lane on both sides of Spring Street, from Campus Ave to Main St. and eliminate parking and that we do that this summer, so that when Miami University students return in mid-August, there will be continuous on street designated bicycle lane from Patterson Ave to Main St.

I recommend that in consultation with City staff, we review the situation from Main Street to College, where the road narrows, but that we continue all of our approved upon recommendations to develop a bike safety plan through to McGuffey Ave. “

Ms. Rousmaniere noted another problem with sharrows was that bicyclists were sharing the road with cars and advised she was riding west on Spring Street today and stopped at the stop sign at Main and Spring where there was a significant hill. Ms. Rousmaniere noted she slowed traffic down because she could only ride up the hill so fast. Ms. Rousmaniere advised she was going to submit these notes for the record so Council could review them over the rest of the summer noting it was important data. Ms. Rousmaniere noted a ton of research had already been done and this was not new material. Ms. Rousmaniere advised many recommendations had been made and many studies had been done and suggested that Council referred to them and referred to the decisions that had already been made.

Mr. Elliott advised he would talk with Ms. Rousmaniere and he would have something on the agenda as the City needed to get this project done before the students returned.

Ms. Southard endorsed Ms. Rousmaniere's presentation noting it was excellent and outlined the positions and the data very clearly. Ms. Southard endorsed the idea of dedicated bike lanes on both sides of Spring Street so it was safe going to and from Miami's campus. Ms. Southard noted this was a quality of life issue for the community and it was for the safety of bicyclists as well as drivers. Ms. Southard noted she felt it was about time the City got with the program and cooperated with the university as they were on the cutting edge of this issue.

Mr. Elliott updated Council and the public regarding Municipal Electric Aggregation noting it would be a ballot issue for the City in November. Mr. Elliott noted he, Mr. Kyger and Mr. Dreisbach had met with two energy brokers so far who would assist in establishing the program if adopted by the voters in the fall. Mr. Elliott advised the broker would provide voter information prior to the election, obtain PUCO approval, assist with public hearings, energy bidding and contracting, and opt out notifications. Mr. Elliott noted staff would probably met with at least one other energy broker and make a recommendation to Council for selecting one of the firms.

Mr. Elliott advised President David Hodge invited the City to participate in a Task Force on Sexual Assault with Miami University. Mr. Elliott noted the letter he and Chief Holzworth received proposed to "form a joint task force, to explore ways in which we might, through cooperative efforts, respond more effectively to off-campus sexual assaults" and he and Chief Holzworth agreed to participate with the first meeting taking place on June 9th. Mr. Elliott advised one likely outcome would be to draw more attention and publicity to this problem which Oxford shared with other college campuses and college towns. Mr. Elliott noted alcohol use/abuse was implicated in the majority of incidents of student sexual assault. Mr. Elliott advised with this collaborative initiative we may find ways to improve our response when these crimes occurred whether on or off campus.

Mr. Dreisbach noted if a visitor were here tonight they would think my goodness, what has this City done over the last decade. Mr. Dreisbach noted the City had built miles of sidewalk that did not exist 10 years ago and miles of biking and walking paths at the Oxford Community Park. Mr. Dreisbach advised over 100 new handicap ramps were installed to make the sidewalk system accessible. Mr. Dreisbach advised he wanted to remind visitors in town that the City had made achievements. Mr. Dreisbach thanked the City Manager and Council for the resources to do that work.

Mr. Smith reported that Historic Preservation Month was very successful with over participants in the historic walking tours that took place each Saturday in May.

Mr. Blackburn thanked the City for proclaiming Charlie Coles Day noting Mr. Coles was a fine man. Mr. Blackburn noted his grandchildren played soccer with Mr. Coles grandchildren and he was always there. Mr. Blackburn advised Mr. Coles was missed by many.

Mr. Blackburn noted we could not have put on the Wine Festival, Welcome Backs, or even some of the plantings and maintenance without volunteers. Mr. Blackburn advised the City was very fortunate to have a lot of people (not just students) that gave back to the community.

Ms. Rousmaniere advised the Oxford housing group and Oxford Seniors sent out a questionnaire to a few hundred Oxford residents. Ms. Rousmaniere urged people to fill out the questionnaire as it would help Oxford Seniors better conceptualize the kind of planning it recommended about seniors living in place and other opportunities for seniors in Oxford.

Ms. Rousmaniere thanked Mr. Dreisbach for his comments and noted her criticism was probably of Councilors and the process not the staff themselves. Ms. Rousmaniere advised the walking opportunities in Oxford were beautiful and the paths were fantastic with the handicap accessible aspects. Ms. Rousmaniere noted the Oxford Community Park was a dream come true. Ms. Rousmaniere thanked the Service Department staff for their efforts.

Ms. Southard advised in May the Mayor presented a proclamation for the letter carriers food drive day and noted the food drive brought in 1,969 pounds of food for the Oxford Community Choice Pantry. Ms. Southard thanked the volunteers and the community for being generous. Ms. Southard advised the Kramer School food drive brought in 482 pounds of food last week and thanked the City for its support and thanked the generous community for its support.

Ms. Southard noted there was a lot of synergy between the Oxford Community Choice Pantry and the Community Garden. Ms. Southard recognized the Community Garden and the Farmers Market for donating food to the food pantry. Ms. Southard noted the Community Garden organizer Marilyn Elzey, was doing a wonderful job and needed more volunteers for the garden. Ms. Southard advised this was a great way to learn about gardening and not everyone had the time, money, resources or even discipline to have their own garden whereas a community garden offered the opportunity to share that experience.

Ms. Southard noted she and Mayor McKeehan attended the Oxford Community Foundation's scholarship event held at the high school and it was inspiring to see the scholarships given to so many deserving young people. Ms. Southard advised the City of Oxford established the Charles Warren Memorial Scholarship which went to 2 very deserving young people and she and Mayor McKeehan were proud to met Katia Michael and Sarah Starrett. Ms. Southard noted the City was doing a wonderful thing in memory of Charles Warren.

Mayor McKeehan commended the Oxford Chamber of Commerce, Carol Dockum, and all of the volunteers for their efforts to make the Wine Festival a splendid event.

Mayor McKeehan commended Gail Brahier for another successful pool opening despite some difficulties this year.

Mayor McKeehan noted the season's first Music Festival was Thursday, June 5th and at 6:00 p.m. Miami's 'Caravan of Coaches' would be in the Uptown Park at which time he would read the Proclamation for Charlie Coles for the public.

ADJOURN

Ms. Rousmaniere moved to adjourn at 9:06 p.m. Mr. Blackburn seconded. The motion passed 5-0-0.

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Community Development
Originating Department

Council Meeting Of: June 17, 2014

Sam Perry
Prepared By

Account Code No. #:

Budgeted Amount:

June 10, 2014
Date Prepared

HAPC MEETING REPORT – JUNE 4, 2014

Requests for Review (Certificate of Appropriateness):

HAPC-2014-10-ADM 17 W Walnut Street replace existing wood porch with concrete,
Mitch Mesler, Owner, Scott Webb, Architect, Agent

The request was to replace an existing wood porch with concrete and keep the existing posts and roof structure. The HAPC members agreed that a concrete porch was not consistent with the architectural style of the building but was not a substantial enough change to alter the character of the district. The HAPC approved the concrete porch 6-0-0 with the conditions that the foundation wall be stucco parge instead of stone veneer and that the posts have a moisture preventing base.

The HAPC discussed potential training opportunities that could be presented by City staff and the Ohio Historic Preservation Office staff. Those will be set up in the coming months. On behalf of any historic property owner in the Oxford area, the City will be requesting participation in the OHPO's 2015 Building Doctor Program. Ten properties could be visited and maintenance advice given to owners by an expert. Acceptance would be notified in the fall of 2014.

HAPC voted 6-0-0 to establish a window correction schedule for the 24 West High Street project.

Tier 2 Historic Marker applications were discussed and approved for the below properties. The tentative date for the award presentation ceremony is September 4, 2014.

- 508 South College Avenue
- 16 South Campus Avenue
- 14 South Beech Street

The next regular meeting is scheduled for July 2, 2014.

Department Head:
City Attorney:
City Manager:

JHC 6/11/14
JP 6/13/14

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Council Meeting of: June 17, 2014

Service Department
Originating Department

Account Code #: N/A

David Treleaven
Prepared By

Budgeted Amount: N/A

June 9, 2014
Date Prepared

Agenda Title: Environmental Commission Meeting of June 4, 2014

Recommendation: For Review and Consideration

Discussion:

Environmental Commission members present at the Wednesday, June 4, 2014 meeting were: Chair, Mr. Wright Gwyn; Vice-Chair, Mr. Vince Hand; City Council Representative, Ms. Kate Rousmaniere; and Mr. Ted Wong. A quorum was present. Planning Commission Representative, Mr. Robert Bell and Mr. Kevin Armitage had previously notified the Commission that they would be unable to attend the June meeting.

Minutes from the May 7, 2014 Commission meeting were unanimously accepted as presented.

Ms. Rousmaniere updated the Commissioners on the previous evening's City Council meeting. Bicycle lanes on Spring Street from Campus Avenue to College Avenue were discussed. City Council is to decide if the existing vehicular parking is to be removed, allowing for dedicated bicycle lanes, or if west-bound bicycle lane would have bicycles travelling adjacent to curbside parking utilizing "sharrows". At the June 3, 2014 City Council meeting, Ms. Rousmaniere spoke at length in favor of the dedicated bicycle lanes. Ms. Rousmaniere requested Commissioners help mobilize concerned public to attend upcoming City Council meetings to show support of removing parking on Spring Street and establishing dedicated bicycle lanes, as the timetable for City Council's vote on the matter has not been determined. The apparent effectiveness of a petition to Council several years ago, expressing opposition to the potential of diverting commercial truck traffic to Chestnut Street, was subsequently discussed by Commissioners.

Commissioners continued with summarizing their research into how other Ohio communities similar to Oxford handle their solid waste and recycling collection contracts. The City of Findlay has no refuse-recycling contract, stating that residents and businesses arrange for their own collection services. The Village of Ada offers an unlimited volume residential refuse (collected on a weekly basis) and recycling (collected every other week). The Village of Yellow Springs offers a volume-based tiered residential service, and requires stickers to be purchased for additional items. Staff outlined the current intention for Oxford's upcoming solid waste and recycling contract specifications (existing contract expires on December 31, 2014). Pricing for the existing 10 container residential service will be retained, with the addition of requesting prices for a three- to four-tiered volume-based service. Residential recycling will be expanded, with a third size option (a 35-gallon container) in addition to the existing 18-gallon red bins

(Continued)

Approved By:

Department Head:
City Manager:

Initial Date
MBD/mar 6-12-14
2/23 6-13-14

and 65-gallon lidded, wheeled carts. Mr. Gwyn stated that in the City of Forest Park, the refuse and recycling contract was priced for an entire five year period. Currently, Oxford's contract is for a two year period, with the option for up to three one-year extensions at a not-to-exceed percentage cost increase.

The November 2014 ballot issue regarding electrical aggregation of the community was discussed. The Commissioners were updated on the implications of an aggregation program by Mr. Gwyn, as Forest Park recently undertook such a ballot initiative. Commissioners discussed the potential for requesting the inclusion of a renewable energy component be included in the electrical aggregation program.

Commissioners indicated that expansion of Oxford's public storm water awareness program was a topic that should be included in upcoming meeting agendas. Commissioners also asked that the status of the revised Oxford's Storm Water Management Design Manual be included in the next meeting's agenda.

Staff informed the Commission that during recent inspection of public Ash trees, numerous trees were observed to display pronounced decline. In the 2014 budget, City Council had included funding to expand the removal of public Ash trees. During inspections of public Ash trees, an adult Emerald Ash Borer was observed. The insect was retained and provided to the Commissioners for their inspection.

Discussion of Commissioners availability for the July 2, 2014 was discussed. It was determined that a quorum would not be present at the July meeting, and it was decided to postpone the next Commission meeting until the regularly scheduled August meeting. Commissioners were asked to consider recommendations for filling the one vacant position on the Environmental Commission.

The Commission adjourned at 8:25 p.m. The next scheduled meeting of the Environmental Commission is on Wednesday, August 6, 2014 at 7:00 p.m., in the Municipal Building's Second Floor Conference Room.

CITY OF OXFORD

STAFF SUMMARY REPORT

Report to the City Manager

Finance
Originating Department

Council Meeting Of: 06/17/14

Account Code No. #: see below

Joe Newlin
Prepared By

Budgeted Amount: _____

06/11/14
Date Prepared

Agenda Title: A Resolution authorizing the City Manager & Finance Director to request that RITA conduct a Subpoena program for the City of Oxford and deduct fees for this program from our monthly distribution.

Recommendation: Approve

Discussion:

RITA Subpoena Program

RITA provides its members the opportunity to participate in their Subpoena Program in order to collect delinquent accounts. RITA will first send out letters to active taxpayers who fail to file requesting they do so or complete the exemption section of the letter (no cost to the City). Those failing to respond will then be issued a subpoena from RITA requesting their tax records and instructed to meet with RITA representatives, who will assist them with filing the forms (\$8.00 per subpoena mailed).

My experience with this program has been favorable. RITA representatives conduct themselves in a very professional manor throughout the process and have always, in the three subpoena programs I have been involved with, collected more than the cost associated with the program. While no positive income is guaranteed proceeding with this program, it will make the taxpayers of Oxford aware that we are making a good faith effort to collect all the income tax that is due to the City of Oxford enabling us to continue providing the level of service the tax payers grown accustomed to and expect.

Approved By:

Department Head:
City Manager:

Initial Date


6/11/14
6/13/14

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY OF OXFORD TO PARTICIPATE IN THE REGIONAL INCOME TAX AGENCY'S ("RITA") SUBPOENA PROGRAM FOR THE COLLECTION OF DELINQUENT LOCAL INCOME TAXES.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: The City Manager and Finance Director recommend that the City participate in RITA's Subpoena Program in order to collect delinquent local income taxes.

SECTION 2: RITA will send letters to active taxpayers who fail to file their local income tax return. If the taxpayer fails to respond to the letter RITA will then issue a subpoena to request a copy of the taxpayer's tax records and instruct the taxpayer to meet with RITA representatives who will assist them with filing the person's local income tax returns. The cost of \$8.00 per subpoena issued will be deducted from one of the City's RITA ACH distributions.

SECTION 3: The City of Oxford is hereby authorized to participate in the Subpoena Program with RITA to collect delinquent local income taxes and the City Manager and Finance Director are authorized to take all steps necessary to implement this program.

SECTION 4: This resolution shall take effect at the earliest date allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

**CITY OF OXFORD
STAFF SUMMARY REPORT**

Report to the City Manager

Finance

Originating Department

Council Meeting Of: 6/3 & 6/17

Joe Newlin

Account Code No. _____

Prepared By

Budgeted Amount: _____

4/24/13

Date Prepared

Agenda Title: Year 2015 Tax Budget submitted to the County
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Recommendation: Approve

Discussion:

This is the annual Tax Budget to be submitted for the coming year to the Butler County Tax Commission, in accordance with requirements stipulated by Ohio Revised Code. Approval by the legislative body is required by July 15th and it is due to the County by July 20th.

The tax budget required for the County is essentially a preliminary budget estimate for next year. Beginning in August we will undertake our normal detailed line-item budget analysis and preparation. We will spend approximately 3 months of intensive preparation on our detailed budget, and the final approved budget will then be submitted to the County Budget Commission to replace this preliminary estimate.

This tax budget provides our first glimpse at 2015's General Fund budget. We have prepared this budget with an approximately 0% change from the 2014 Budget except for a few items. It was prepared as follows:

General Fund Budget Analysis

	<u>2014</u>	<u>2015</u>	<u>Delta</u>
Total Revenue	12,674,840	10,808,999	(1,865,841)
Income Tax Receipts	8,381,863	8,488,522	106,659
Advance from Capital improvement	2,541,200	568,700	(1,972,500)
Total Revenue Delta			(1,865,841)
Total Expenditures	12,672,978	10,807,137	(1,865,841)
Income Tax Collections	285,472	289,754	4,282
Transfer to Capital Equipment	174,000	273,877	99,877
Transfer to Park Debt Service	306,800	309,300	2,500
Advance to Capital improvement	2,541,200	568,700	(1,972,500)
Total Expenditure Delta			(1,865,841)

All other revenues and expenditures remained constant.

Please keep in mind this is just a preliminary estimate.

Ohio Revised Code requires one public hearing be held, advertised at least 10 days in advance. We have advertised the public hearing for the Council meeting of June 17th.

Approved By:

Department Head:

City Manager:

Initial Date

[Signature] 4/24/14
[Signature] 5/30/14
6
6

ORDINANCE NO.

ORDINANCE AUTHORIZING THE TAX BUDGET FOR THE YEAR 2015 AND
DIRECTING THAT THE SAME BE TRANSMITTED TO THE BUTLER COUNTY
AUDITOR.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER
COUNTY, STATE OF OHIO, THAT:

SECTION 1: The year 2015 tax budget, attached hereto as
Attachment A for the City of Oxford is hereby adopted and the
Finance Director is directed to transmit a copy of said budget to
the Butler County Auditor.

SECTION 2: This Ordinance shall take effect at the
earliest time allowed by law.

MAYOR

ADOPTED:

ATTEST:

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: KEVIN MCKEEHAN

PREPARED BY: LAW (STAFF)

All Other Funds

Street: No changes from 2014

State Highway Improvement: No changes from 2014

Community Development Block Grant: No changes from 2014

Community Development Block Loan: No changes from 2014

Parking Meter: No changes in revenue, changed transfer to Parking Improvement Fund to \$40,000 from \$75,266 in 2014 (back to historical value)

Life Squad: No changes from 2014

Affordable Housing Trust: No changes from 2014

Law Enforcement Trust: No changes from 2014

Enforcement & Education: No changes from 2014

FEMA Grant: No changes from 2014

Fire/EMS: 1.5% Income Tax Revenue increase over 2014 budgeted figure an increase of \$15,230 and \$2,000 for Milford Township Contribution to match new contract. Expenditures increased by \$525 for retainer paid to RITA

1999 Parks Improvement Bond Debt Service: Increase in revenue and expenditures of \$2,500 to match current year debt service

Capital Equipment: Increase in revenue to match transfer from the General Fund of \$273,877. Expenditures decreased \$333,347 to match total transfer from the General Fund totaling \$273,877

Capital Improvement: Decrease in revenue \$2,209,794 mostly attributed to decrease in advances from the General Fund. Decrease in expenditures to match total of \$445,688 transferred in for 2015 spending and the return of an advance to the General Fund of \$568,700

Parking Lot Improvement: Decrease in revenue and expenditures to match \$40,000 transfer from the Parking Meter Fund (back to historical value)

Municipal Facilities Capital Improvement: No changes from 2014

Special Assessment: No change in revenue. Decrease in expenditures to match transfer from the General Fund of \$30,000

Water Bond Debt Service: Bond paid off in 2014

Water Capital Equipment: No change in revenue. Increase in expenditures to match transfer from the Water Fund of \$85,000

Water Operating: No change in revenue. Expenditures decreased \$887,400 which was the amount transferred in 2014 to the Water Bond Debt Service Fund

Water Improvement: Decrease in revenue of \$400,000 which was transferred from the four Water CB Funds in 2014. Decrease in expenditures to match transfer from the Water Fund of \$100,000

Water Capacity Benefit NE: No change in revenue. Expenditures decreased \$133,333 which was the amount transferred in 2014 to the Water Improvement Fund

Water Capacity Benefit NW: No change in revenue. Expenditures decreased \$133,333 which was the amount transferred in 2014 to the Water Improvement Fund

Water Capacity Benefit SE: No change in revenue. Expenditures decreased \$133,334 which was the amount transferred in 2014 to the Water Improvement Fund

Water Capacity Benefit SW: No changes from 2014

Sewer Capital Equipment: No change in revenue. Decrease in expenditures to match transfer from the Sewer Fund of \$170,000

Sewer Operating: No changes from 2014

Sewer Improvement: Decrease in revenues and expenditures to match transfer from the Sewer Fund of \$200,000

Sewer Capacity Benefit NE: No changes from 2014

Sewer Capacity Benefit NW: No changes from 2014

Sewer Capacity Benefit SE: No changes from 2014

Sewer Capacity Benefit SW: No changes from 2014

Refuse: No change in revenue. Expenditures decrease \$149,926 due to only one payment on OWDA Loan is due in 2015 and will be paid in full

Storm Water Utility: No changes from 2014

Landfill Post-Closure: No changes from 2014

Internal Service: No changes from 2014

Employee Benefits: No changes from 2014

Board of Building Standards: No changes from 2014

Hotel Tax Agency: No changes from 2014

Oxford Natural Gas Refund Agency: No changes in revenue. Expenditures decreased to match projected ending cash balance of \$16.73 at the end of 2014

City or
Village of

Oxford

Butler

County, Ohio

(Date)

June 17

2014

Year

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. **FAILURE TO COMPLY WITH SEC. 5705.28 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.**

To the auditor of said County:

The following Budget year beginning January 1, 2014, has been adopted by Council and is herewith submitted for the consideration of the County Budget Commission.

Signed



Title

Finance Director

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED RATES

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND	979,823				
SPECIAL REVENUE FUNDS					
DEBT SERVICE FUNDS					
CAPITAL PROJECTS FUNDS					
PROPRIETARY FUNDS					
FIDUCIARY FUNDS					
AGENCY FUNDS					
TOTAL OF ALL FUNDS	979,823	0	0	0	0

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to be Levied	Tax Year County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column 3)
GENERAL FUND: Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Current Expense Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION		
SPECIAL LEVY FUNDS: Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C. Fund Levy authorized by voters on / / , not to exceed years. Authorized under Sect. , R.C.		

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - A

DESCRIPTION (1)	For 2012 Actual (2)	For 2013 Actual (3)	Current Year Estimated for 2014 (4)	Budget Year Estimated for 2015 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	969,636.00	979,862.00	979,823.00	979,823.00
10% Rollback & Homestead	96,307.00	94,258.00	96,777.00	96,777.00
Tangible Personal Property Tax	56.00	222.00	-	-
Municipal Income Tax	6,813,679.00	7,284,301.00	7,110,613.00	7,217,272.00
Other Local Taxes	178,476.00	213,770.00	194,650.00	194,650.00
Total Local Taxes	8,058,154.00	8,572,413.00	8,381,863.00	8,488,522.00
Intergovernmental Revenues				
State Shared Taxes and Permits	54,649.00	44,539.00	39,896.00	39,896.00
Local Government	399,724.00	304,828.00	306,799.00	306,799.00
Estate Tax	358,597.00	255,570.00	44,614.00	-
Cigarette Tax	756.00	715.00	750.00	750.00
License Tax	-	-	-	-
Liquor and Beer Permits	37,424.00	38,210.00	34,000.00	34,000.00
Gasoline Tax	-	-	-	-
Library and Local Government Support Fund	-	-	-	-
Property Tax Allocation	-	-	-	-
Other State Shared Taxes and Permits	-	-	-	-
Total State Shared Taxes and Permits	851,150.00	643,862.00	426,059.00	381,445.00
Federal Grants or Aid	35,287.00	17,572.00	12,000.00	12,000.00
State Grants or Aid	16,910.00	16,627.00	15,219.00	15,219.00
Other Grants or Aid	31,223.00	34,363.00	32,980.00	32,980.00
Total Intergovernmental Revenues	934,570.00	712,424.00	486,258.00	441,644.00
Special Assessments	-	-	-	-
Charges for Services	422,552.00	473,209.00	427,685.00	427,685.00
Fines, Licenses, and Permits	593,569.00	626,305.00	610,250.00	610,250.00
Miscellaneous	268,313.00	256,842.00	125,340.00	125,340.00
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	137,038.00	142,287.00	146,858.00	146,858.00
Advances	2,200,000.00	2,372,500.00	2,541,200.00	568,700.00
Other Sources				
TOTAL REVENUES	12,614,196.00	13,155,980.00	12,719,454.00	10,808,999.00

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - B

DESCRIPTION (1)	For 2012 Actual (2)	For 2013 Actual (3)	Current Year Estimated for 2014 (4)	Budget Year Estimated for 2015 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	3,688,777.00	3,777,163.00	4,115,214.00	4,115,214.00
Travel Transportation	-	-	-	-
Contractual Services	495,684.00	499,755.00	588,015.00	588,015.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Security of Persons and Property	4,184,461.00	4,276,918.00	4,703,229.00	4,703,229.00
Public Health Services				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	127,693.00	133,080.00	122,564.00	122,564.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Public Health Services	127,693.00	133,080.00	122,564.00	122,564.00
Leisure Time Activities				
Personal Services	934,634.00	938,073.00	983,144.00	983,144.00
Travel Transportation	-	-	-	-
Contractual Services	393,995.00	380,305.00	419,924.00	419,924.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,328,629.00	1,318,378.00	1,403,068.00	1,403,068.00
Community Environment				
Personal Services	450,941.00	485,427.00	512,658.00	512,658.00
Travel Transportation	-	-	-	-
Contractual Services	323,394.00	299,615.00	302,232.00	302,232.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Community Environment	774,335.00	785,042.00	814,890.00	814,890.00
Basic Utility Services				
Personal Services				
Travel Transportation				
Contractual Services				
Supplies and Materials				
Capital Outlay				
Total Basic Utility Services	-	-	-	-

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION : GOVERNMENTAL - GENERAL

EXHIBIT I - C

DESCRIPTION (1)	For 2012 Actual (2)	For 2013 Actual (3)	Current Year Estimated for 2014 (4)	Budget Year Estimated for 2015 (5)
EXPENDITURES				
Transportation				
Personal Services	-	-	-	-
Travel Transportation	-	-	-	-
Contractual Services	-	-	-	-
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total Transportation	-	-	-	-
General Government				
Personal Services	833,895.00	862,605.00	866,800.00	866,800.00
Travel Transportation	-	-	-	-
Contractual Services	798,416.00	905,576.00	796,151.00	800,433.00
Supplies and Materials	-	-	-	-
Capital Outlay	-	-	-	-
Total General Government	1,632,311.00	1,768,181.00	1,662,951.00	1,667,233.00
Debt Service				
Redemption of Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Service	-	-	-	-
Total Debt Service	-	-	-	-
Other Uses of Funds				
Transfers	1,894,288.00	3,839,288.00	2,057,003.00	1,444,453.00
Advances	2,200,000.00	1,972,500.00	2,541,200.00	568,700.00
Contingencies	-	-	83,000.00	83,000.00
Other Uses of Funds				
Total Other Uses of Funds	4,094,288.00	5,811,788.00	4,681,203.00	2,096,153.00
TOTAL EXPENDITURES	12,141,717.00	14,093,387.00	13,387,905.00	10,807,137.00
Revenues over/(under) Expenditures	472,479.00	(937,407.00)	(668,451.00)	1,862.00
Beginning Cash Balance	7,323,667.40	7,796,146.40	6,713,671.02	6,045,220.42
Ending Cash Fund Balance	7,796,146.40	6,858,739.40	6,045,220.02	6,047,082.42
Rounding	0.45	0.82	0.40	
Outstanding Advances to be repaid	400,000.00	-	-	-
Estimated Encumbrances (outstanding at year end)	80,265.34	145,069.20	-	-
Estimated Ending Unencumbered Fund Balance	8,115,881.51	6,713,671.02	6,045,220.42	6,047,082.42

EXHIBIT II -A

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2014	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2014
GOVERNMENTAL: SPECIAL SERVICE:							
Street	191,083.70	785,943.00	977,026.70	621,752.00	201,438.00	823,190.00	153,836.70
State Highway Improvement	12,452.49	20,200.00	32,652.49		20,200.00	20,200.00	12,452.49
Community Development Block Grant	49,747.60	119,000.00	168,747.60		119,000.00	119,000.00	49,747.60
Community Development Block Loan	223,476.34	97,576.00	321,052.34		160,000.00	160,000.00	161,052.34
Parking Meter	653,884.20	701,948.00	1,355,832.20	387,527.00	302,630.00	690,157.00	665,675.20
Life Squad	32,285.89		32,285.89			0.00	32,285.89
Affordable Housing Trust	5,528.95		5,528.95			0.00	5,528.95
Law Enforcement Trust	172,642.67	40,975.00	213,617.67		12,000.00	12,000.00	201,617.67
Enforcement & Education	257,770.25	96,000.00	353,770.25	44,500.00	27,580.00	72,080.00	281,690.25
FEMA Grant	0.00		0.00			0.00	0.00
Fire/EMS	883,514.29	1,550,933.00	2,434,447.29	1,084,378.00	443,334.00	1,527,712.00	906,735.29
TOTAL SPECIAL REVENUE FUNDS	2,482,386.38	3,412,575.00	5,894,961.38	2,138,157.00	1,286,182.00	3,424,339.00	2,470,622.38

EXHIBIT II - B

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2014	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2014
DEBT SERVICE FUNDS							
1999 Parks Imp. Bond Debt Service	0.00	309,300.00	309,300.00		309,300.00	309,300.00	0.00
TOTAL DEBIT SERVICE FUNDS	0.00	309,300.00	309,300.00	0.00	309,300.00	309,300.00	0.00
CAPITAL PROJECT FUNDS							
Capital Equipment	647,555.60	273,877.00	921,432.60		273,877.00	273,877.00	647,555.60
Capital Improvement	800,964.91	1,583,088.00	2,384,052.91		1,014,388.00	1,014,388.00	1,369,664.91
Parking Lot Improvement	31,444.15	40,000.00	71,444.15		40,000.00	40,000.00	31,444.15
Municipal Facilities Capital Improvement	2,000,000.00	0.00	2,000,000.00		0.00	0.00	2,000,000.00
TOTAL CAPITAL PROJECTS	3,479,964.66	1,896,965.00	5,376,929.66		1,328,265.00	1,328,265.00	4,048,664.66
Special Assessment	27,192.35	30,000.00	57,192.35		30,000.00	30,000.00	27,192.35
TOTAL SPECIAL ASSESSMENT	27,192.35	30,000.00	57,192.35	0.00	30,000.00	30,000.00	27,192.35

EXHIBIT II - C

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2014	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2014
PROPRIETARY: ENTERPRISE FUNDS							
Water Bond Debt Service	0.00		0.00			0.00	0.00
Water Capital Equipment	112,527.57	85,000.00	197,527.57		85,000.00	85,000.00	112,527.57
Water Operating	1,616,532.80	2,612,000.00	4,228,532.80	1,227,732.00	850,402.00	2,078,134.00	2,150,398.80
Water Improvement	1,781,598.10	100,000.00	1,881,598.10		100,000.00	100,000.00	1,781,598.10
Water Capacity Benefit Fund NE	104,153.10		104,153.10			0.00	104,153.10
Water Capacity Benefit Fund NW	111,528.04		111,528.04			0.00	111,528.04
Water Capacity Benefit Fund SE	230,753.89		230,753.89			0.00	230,753.89
Water Capacity Benefit Fund SW	61,380.62		61,380.62			0.00	61,380.62
Sewer Capital Equipment	391,732.18	170,000.00	561,732.18		170,000.00	170,000.00	391,732.18
Sewer Operating	2,187,262.45	2,887,600.00	5,074,862.45	1,408,913.00	1,750,864.00	3,159,777.00	1,915,085.45
Sewer Improvement	917,469.72	200,000.00	1,117,469.72		200,000.00	200,000.00	917,469.72
Sewer Capacity Benefit Fund NE	176,673.67		176,673.67			0.00	176,673.67
Sewer Capacity Benefit Fund NW	104,897.04		104,897.04			0.00	104,897.04
Sewer Capacity Benefit Fund SE	365,392.48		365,392.48			0.00	365,392.48
Sewer Capacity Benefit Fund SW	9,694.77		9,694.77			0.00	9,694.77
Refuse							
Stormwater Utility	1,577,444.46	1,760,729.00	3,338,173.46	148,467.00	1,628,405.00	1,776,872.00	1,561,301.46
Landfill Post-Closure	12,623.64	30,000.00	42,623.64		30,000.00	30,000.00	12,623.64
	1,100,503.95	7,600.00	1,108,103.95		1,020.00	1,020.00	1,107,083.95
TOTAL ENTERPRISE FUNDS	10,862,168.48	7,852,929.00	18,715,097.48	2,785,112.00	4,815,691.00	7,600,803.00	11,114,294.48

EXHIBIT II - D

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2014	Budget Year Estimated Receipt	Total Available For Expenditures	Personal Services	Other	Total	Estimated Unencumbered Fund Balance 12/31/2014
INTERNAL SERVICE FUNDS							
Internal Service Fund	42,323.68	275,209.00	317,532.68		273,309.00	273,309.00	44,223.68
Employee Benefits Fund	287,950.29	1,640,956.00	1,928,906.29		1,641,335.00	1,641,335.00	287,571.29
TOTAL INTERNAL SERVICE FUNDS	330,273.97	1,916,165.00	2,246,438.97	0.00	1,914,644.00	1,914,644.00	331,794.97
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Board of Building Standards Fund	0.00	2,850.00	2,850.00		2,850.00	2,850.00	0.00
Hotel Tax Agency Fund	7,548.92	194,650.00	202,198.92		196,650.00	196,650.00	5,548.92
Oxford Natural Gas Refund Agency Fund	16.73	0.00	16.73		16.73	16.73	0.00
TOTAL TRUST AND AGENCY FUNDS	7,565.65	197,500.00	205,065.65	0.00	199,516.73	199,516.73	5,548.92
TOTAL FOR MEMORANDUM ONLY	17,189,551.49	15,615,434.00	32,804,985.49	4,923,269.00	9,883,598.73	14,806,867.73	17,998,117.76

EXHIBIT III

BUDGET YEAR								
PURPOSE OF BONDS AND NOTES	Authority for Levy Outside 10 Mill Limit*	Date of Issue	Date Due	Ordinance or Resolution	Serial or Term	Rate of Interest	Amount of Bonds and Notes Outstanding at Beginning of Budgeted Year 1/1/2015	Amount Required for Principal and Interest 1/1/2015 to 12/31/2015
Payable from Bond Retirement Funds: INSIDE 10 MILL LIMIT: Park Improvement Refunding Bonds	N/A	6/23/2009	12/1/2019	Ordinance	Serial	2.00 - 3.75%	1,395,000.00	309,300.00
TOTAL							1,395,000.00	309,300.00
OUTSIDE 10 MILL LIMIT:								
TOTAL								

**FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION:
REVENUES PG 1 OF 1**

DESCRIPTION

REVENUES					
	For 2012 Actual	For 2013 Actual	Budget Year 2014	Estimate for Budget 2015	% change over prior year budget
Local Taxes					
General Property Tax - Real Estate	969,636	979,862	979,823	979,823	0.00%
10% Rollback & Homestead, Trailor	96,307	94,258	96,777	96,777	0.00%
Tangible Personal Property Tax	56	222	0	0	0.00%
Municipal Income Tax	6,813,679	7,284,301	7,110,613	7,217,272	1.50%
Other Local Taxes (Hotel tax)	178,476	213,770	194,650	194,650	0.00%
Total Local Taxes	8,058,154	8,572,413	8,381,863	8,488,522	1.27%
106,659					
Intergovernmental Revenues					
State Shared Taxes and Permits	54,649	44,539	39,896	39,896	0.00%
Local Government	399,724	304,828	306,799	306,799	0.00%
Estate Tax	358,597	255,570	44,614	0	0.00%
Cigarette Tax	756	715	750	750	0.00%
Licence Tax					
Liquor and Beer Permits	37,424	38,210	34,000	34,000	0.00%
Gasoline Tax					
Library and Local Government Support Fund					
Property Tax Allocation					
Other State Shared Taxes and Permits					
Total State Shared Taxes and Permits	851,150	643,862	426,059	381,445	-10.47%
(44,614)					
Federal Grants or Aid	35,287	17,572	12,000	12,000	0.00%
State Grants or Aid	16,910	16,627	15,219	15,219	0.00%
Other Grants or Aid	31,223	34,363	32,980	32,980	0.00%
Total Intergovernmental Revenues	83,420	68,562	60,199	60,199	0.00%
0					
Special Assessments					
Charges for Services	422,552	473,209	427,685	427,685	0.00%
Fines, Licenses, and Permits	593,569	626,305	610,250	610,250	0.00%
Miscellaneous	268,313	256,842	125,340	125,340	0.00%
Other Financing Sources:					
Proceeds from Sale of Debt					
Transfers	137,038	142,287	146,858	146,858	0.00%
Advances	2,200,000	2,372,500	2,541,200	568,700	-77.62%
Other Sources					
0					
(1,972,500)					
TOTAL REVENUE					
	12,614,196	13,155,980	12,719,454	10,808,999	-15.02%
(1,910,455)					
Security of Persons & Property					
Public Health & Welfare					
Leisure Time Activities					
Community Environment					
General Government					
Transfers					
Advances					
Contingency					
83,000					
10,807,137					
1,862					
NET GAIN/(LOSS)					
(668,451)					

Increase over PRIOR YR: 0.00% 0.00% 0.000

Plug this % to make exp bal to revenue, shows what % increase in exp we can afford.1

Dept	2012 Actual				2013 Actual				2014 Estimate				2015 Tax Budget			
	Personal Services		Capital Outlay		Personal Services		Capital Outlay		Personal Services		Capital Outlay		Personal Services		Capital Outlay	
	Operating	total	Operating	total	Operating	total	Operating	total	Operating	total	Operating	total	Operating	total	Operating	total
Security of Persons & Property																
110	2,876,215	260,034	0	3,136,249	2,979,793	274,986	0	3,254,789	3,206,454	321,794	0	3,528,248	3,206,454	321,794	0	3,528,248
120	32,719	34,863	0	67,582	34,894	32,691	0	67,585	36,165	38,250	0	74,415	36,165	38,250	0	74,415
130	49,397	13,775	0	63,172	39,830	12,599	0	52,429	49,646	14,388	0	64,034	49,646	14,388	0	64,034
140	730,446	111,816	0	842,262	722,646	102,261	0	824,907	822,949	138,583	0	961,532	822,949	138,583	0	961,532
150	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
151	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
160	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
170	0	75,196	0	75,196	0	77,208	0	77,208	0	75,000	0	75,000	0	75,000	0	75,000
Total	3,688,777	495,664	0	4,184,461	3,777,163	499,755	0	4,276,918	4,115,214	588,015	0	4,703,229	4,115,214	588,015	0	4,703,229
Public Health & Welfare																
210	0	9,325	0	9,325	0	9,530	0	9,530	0	10,200	0	10,200	0	10,200	0	10,200
220	0	6,419	0	6,419	0	6,634	0	6,634	0	6,500	0	6,500	0	6,500	0	6,500
221	0	111,949	0	111,949	0	116,916	0	116,916	0	105,864	0	105,864	0	105,864	0	105,864
Total	0	127,693	0	127,693	0	133,080	0	133,080	0	122,564	0	122,564	0	122,564	0	122,564
Leisure Time Activities																
290	24,397	25,189	0	49,576	26,130	17,151	0	43,281	27,474	23,800	0	51,274	27,474	23,800	0	51,274
291	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
610	54,109	49,435	0	103,544	57,457	47,877	0	105,334	60,292	47,550	0	107,842	60,292	47,550	0	107,842
620	443,669	195,277	0	638,945	440,032	189,337	0	629,369	470,459	211,495	0	681,954	470,459	211,495	0	681,954
630	258,473	116,331	0	374,804	257,800	119,148	0	376,948	265,339	128,429	0	393,768	265,339	128,429	0	393,768
680	153,996	7,763	0	161,759	1328,629	6,792	0	163,446	159,580	8,650	0	168,230	159,580	8,650	0	168,230
Total	934,634	393,995	0	1,328,629	938,073	380,305	0	1,318,378	983,144	419,924	0	1,403,068	983,144	419,924	0	1,403,068
Community Environment																
310	283,584	17,745	0	311,339	324,769	19,327	0	344,096	347,495	25,495	0	372,990	347,495	25,495	0	372,990
320	62,018	247,977	0	309,995	63,346	235,262	0	298,608	65,864	225,853	0	291,717	65,864	225,853	0	291,717
330	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
335	0	22,500	0	22,500	0	14,000	0	14,000	0	12,600	0	12,600	0	12,600	0	12,600
345	0	33,347	0	33,347	0	29,105	0	29,105	99,299	5,784	0	32,500	99,299	5,784	0	32,500
360	95,329	1,825	0	97,154	97,312	1,921	0	99,233	512,658	302,232	0	105,083	512,658	302,232	0	105,083
Total	450,941	323,394	0	774,335	485,427	299,615	0	785,042	814,890	814,890	0	814,890	814,890	814,890	0	814,890
General Government																
408	0	99,533	0	99,533	0	94,549	0	94,549	0	103,849	0	103,849	0	103,849	0	103,849
410	186,707	8,786	0	195,493	191,829	7,456	0	199,285	193,358	9,487	0	202,845	193,358	9,487	0	202,845
411	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
420	170,914	144,268	0	315,182	180,936	212,485	0	393,421	167,362	117,448	0	284,810	167,362	117,448	0	284,810
421	0	264,829	0	264,829	0	286,038	0	286,038	0	285,472	0	285,472	0	289,754	0	289,754
430	100,207	35,521	0	135,728	102,382	36,048	0	138,430	105,182	40,729	0	145,911	105,182	40,729	0	145,911
450	40,226	22,879	0	63,105	41,309	20,155	0	61,464	42,540	22,450	0	64,990	42,540	22,450	0	64,990
465	76,711	8,413	0	85,124	77,465	9,340	0	86,805	83,285	11,350	0	94,635	83,285	11,350	0	94,635
470	18,626	6,457	0	25,083	18,770	7,132	0	25,902	18,770	8,402	0	27,172	18,770	8,402	0	27,172
480	55,752	68,847	0	124,599	56,173	66,611	0	122,784	58,184	88,226	0	146,410	58,184	88,226	0	146,410
481	81,069	23,406	0	104,475	86,996	23,931	0	110,927	88,428	33,104	0	121,532	88,428	33,104	0	121,532
483	0	23,066	0	23,066	0	25,558	0	25,558	109,691	34,571	0	41,063	109,691	34,571	0	41,063
490	103,683	28,527	0	132,210	106,745	39,562	0	146,307	86,800	796,151	0	144,262	86,800	796,151	0	144,262
500	0	63,884	0	63,884	0	76,711	0	76,711	0	0	0	0	0	0	0	0
Total	833,895	798,416	0	1,632,311	862,605	905,576	0	1,768,181	1,662,951	1,662,951	0	1,662,951	1,662,951	1,662,951	0	1,662,951
Transfers																
Advances	0	1,894,288	0	1,894,288	0	3,839,288	0	3,839,288	0	2,057,003	0	2,057,003	0	1,444,453	0	1,444,453
Contingency	0	2,200,000	0	2,200,000	0	1,972,500	0	1,972,500	0	2,541,200	0	2,541,200	0	568,700	0	568,700
tot gen fund	5,908,247	6,233,470	0	12,141,717	6,063,268	8,030,119	0	14,093,387	6,477,816	6,910,089	0	13,387,905	6,477,816	4,329,321	0	10,807,137

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL
TRANSFERS/ADVANCES PG 1 OF 1

DESCRIPTION	For 2012 Actual	For 2013 Actual	Adjusted Budget Year 2014	Estimate for Budget 2015
REVENUES TRANSFERS-IN				
From Hotel Tax Fund	7,653	9,697	11,679	11,679
From Parking Fund	24,500	26,574	27,333	27,333
From Law Enforcement Trust Fund	-	-	-	-
From Water Fund	38,295	38,672	39,282	39,282
From Sewer Fund	38,295	38,672	39,282	39,282
From Capital Improvement Fund	-	-	-	-
From FEMA Fund	-	-	-	-
From Storm Water Fund	-	-	-	-
From Refuse Fund	28,295	28,672	29,282	29,282
Total Transfers In	<u>137,038</u>	<u>142,287</u>	<u>146,858</u>	<u>146,858</u>
REVENUES ADVANCES-IN				
Return of Advance from FEMA Fund	-	-	-	-
Return of Advance from Internal Service Fund	-	-	-	-
Return of Advance from Fire/EMS Fund	-	-	-	-
Return of Advance from Capital Improvement Fund	2,200,000	2,372,500	2,541,200	568,700
Return of Advance from CDBG Fund	-	-	-	-
Total Advances In	<u>2,200,000</u>	<u>2,372,500</u>	<u>2,541,200</u>	<u>568,700</u>
EXPENDITURES TRANSFERS-OUT				
To FEMA Fund	-	-	-	-
To Street Fund	433,000	433,000	492,038	447,438
To Capital Improvement Fund	335,688	335,688	1,006,015	335,688
To Capital Equipment Fund	730,000	269,400	174,000	273,877
To Municipal Facilities Fund	-	2,000,000	-	-
To Park Debt Service Fund	307,450	313,050	306,800	309,300
To Fire/EMS Fund	18,150	418,150	18,150	18,150
To Storm Water Fund	40,000	40,000	30,000	30,000
To Special Assessment Fund	30,000	30,000	30,000	30,000
To Law Enforcement Trust Fund	-	-	-	-
Total Transfers Out	<u>1,894,288</u>	<u>3,839,288</u>	<u>2,057,003</u>	<u>1,444,453</u>
EXPENDITURES ADVANCES-OUT				
To FEMA Fund	-	-	-	-
To CDBG Fund	-	-	-	-
To Capital Improvement Fund	2,200,000	1,972,500	2,541,200	568,700
To Fire/EMS Fund	-	-	-	-
Total Advances Out	<u>2,200,000</u>	<u>1,972,500</u>	<u>2,541,200</u>	<u>568,700</u>